

AG Contract No. KR97 0239TRN
ADOT ECS File No. JPA 97-14
Project: P0300 02P/\$60,000.00
G2932 07P/\$12,000.00
P0910 03P/\$10,000.00
Section: Globe-Miami Area Transportation Study

INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE STATE OF ARIZONA
AND
THE CITY OF GLOBE

THIS AGREEMENT is entered into 27 March, 1997,
pursuant to Arizona Revised Statutes, Sections 11-951 through 11-954, as amended,
between the STATE OF ARIZONA, acting by and through its DEPARTMENT OF
TRANSPORTATION (the "State") and the CITY OF GLOBE, acting by and through its
MAYOR and CITY COUNCIL (the "City").

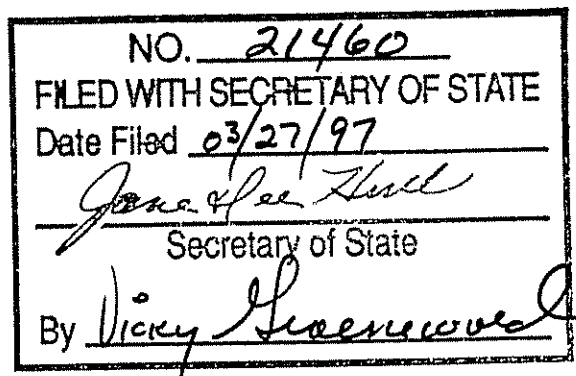
I. RECITALS

1. The State is empowered by Arizona Revised Statutes Section 28-108 and 28-112 to enter into this agreement and has by resolution, a copy of which is attached hereto and made a part hereof, resolved to enter into this agreement and has delegated to the undersigned the authority to execute this agreement on behalf of the State.

2. The City is empowered by Arizona Revised Statutes Section 48-572 to enter into this agreement and has by resolution, a copy of which is attached hereto and made a part hereof, resolved to enter into this agreement and has authorized the undersigned to execute this agreement on behalf of the City.

3. The State and the City desire to jointly participate in selecting and hiring a consultant to conduct a Globe-Miami area transportation study, all in accordance with the Scope of Work, which is attached hereto as Exhibit A and made a part hereof, at an estimated cost of \$155,000.00, hereinafter referred to as the Project.

THEREFORE, in consideration of the mutual covenants expressed herein, it is agreed as follows:



II. SCOPE

1. The State will:

a. Using State approved procurement procedures, participate with the City in the selection of a professional engineering transportation planning consultant to accomplish the Project.

b. Review Project progress reports and submittals and provide comments to the City or the consultant as appropriate. Review and approve the final report prior to the City's final payment to the consultant.

c. Contribute a maximum of \$82,000.00 to the Project. Be responsible for any consultant claims for extra compensation attributable to the State.

d. No more often than monthly, reimburse the City on an actual cost basis, in a total amount not to exceed \$82,000.00, within 30 days after receipt and approval of invoices.

2. The City will:

a. Using State approved procurement procedures, advertise for, and with the concurrence of the State, select and hire a professional transportation planning consultant to accomplish the Project. Be the lead agency for the Project. Strictly comply with all state and federal procurement laws, rules and procedures.

b. Provide the State timely copies of Project progress reports and submittals, and insure the incorporation of State review comments. Provide the State a copy of the final report, and obtain the State's approval prior to making final payment to the consultant. Accept the final report on behalf of the parties hereto.

c. Be responsible for all Project costs over and above the State's share of \$82,000.00, in an amount currently estimated at \$73,000.00, and for any consultant claims for extra compensation attributable to the City.

d. No more often than monthly, invoice the State, on an actual cost basis, with no profit or fee, in a total amount not to exceed \$82,000.00, for the State's share of the project.

III. MISCELLANEOUS PROVISIONS

1. This agreement shall remain in force and effect until completion of said Project and reimbursements; provided, however, that this agreement may be cancelled at any time prior to the award of a Project consultant contract, upon thirty (30) days written notice to the other party.

2. This agreement shall become effective upon filing with the Secretary of State.

3. This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511.

4. The provisions of Arizona Revised Statutes Section 35-214 are applicable to this contract.

5. In the event of any controversy which may arise out of this agreement, the parties hereto agree to abide by required arbitration as is set forth for public works contracts in Arizona Revised Statutes Section 12-1518.

6. All notices or demands upon any party to this agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

Arizona Department of Transportation
Joint Project Administration
205 South 17 Avenue, Mail Drop 616E
Phoenix, AZ 85007

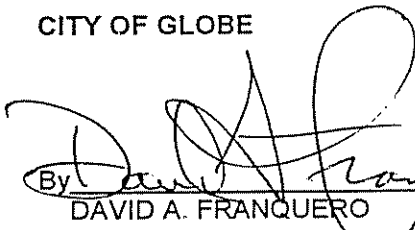
City of Globe
City Administrator
150 N. Pine Street
Globe, AZ 85501

7. Attached hereto and incorporated herein is the written determination of each party's legal counsel that the parties are authorized under the laws of this state to enter into this agreement and that the agreement is in proper form.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

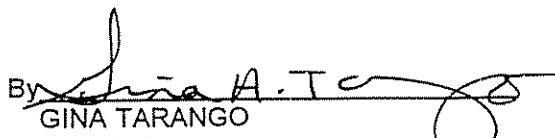
CITY OF GLOBE

STATE OF ARIZONA
Department of Transportation

By 
DAVID A. FRANQUERO
Mayor

By 
JAY KLAGGE, Director
Transportation Planning

ATTEST

By 
GINA TARANGO
City Clerk

CITY OF GLOBE

REGULAR MEETING MINUTES

MUNICIPAL BUILDING 150 NORTH PINE STREET GLOBE, ARIZONA

FEBRUARY 18, 1997 7:00 P.M.

The meeting was called to order by Mayor Franquero at 7:00 P.M.

The Invocation was given by Mayor Franquero, followed by the Pledge of Allegiance led by Councilman Brink.

ROLL CALL

Councilpersons present: Brink, Stevens, Gibson, Bittner, Lopez and Aguirre
Councilpersons absent: None
Legal Counsel present: City Attorney Tiff

Vice Mayor Bittner moved to approve the Regular Meeting minutes of February 4, 1997.
Seconded by Councilman Lopez.

CORRESPONDENCE

1. Mayor Franquero stated that a reception was hosted by the City prior to tonight's meeting on behalf of the Globe Jr. High Girls Basketball Team who have earned the title of State Champions.

COUNCIL CONSIDERATIONS

1. APPROVAL OF ADOT TRANSPORTATION STUDY RFP

The Council is in receipt of the proposed RFP for the ADOT Transportation Study.

Councilman Aguirre moved to approve the ADOT Transportation Study RFP.
Seconded by Councilman Brink.

City Administrator Stratton stated that a request for consultants will be published in the Arizona Republic and the Arizona Silverbelt for two weeks. He made a recommendation to the Council to also approve the IGA with ADOT.

This IGA will keep the costs down of developing projects for the participating agencies of the study.

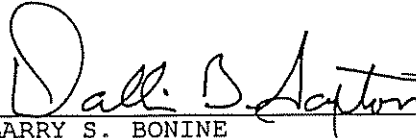
Motion carried with Ward 6 voting no.

2. APPROVAL OF CDBG HOUSING REHAB BID

RESOLUTION

BE IT RESOLVED on this 30th day of January 1997, that I, the undersigned LARRY S. BONINE, as Director of the Arizona Department of Transportation, have determined that it is in the best interests of the State of Arizona that the Department of Transportation, acting by and through the Intermodal Transportation Division, to enter into an agreement the City of Globe for the purpose of defining responsibilities for conducting a Globe-Miami Area Transportation Study.

Therefore, authorization is hereby granted to draft said agreement which, upon completion, shall be submitted to the Director, Transportation Planning Group for approval and execution.


for LARRY S. BONINE
Director

APPROVAL OF THE GLOBE CITY ATTORNEY

I have reviewed the above referenced proposed intergovernmental agreement, between the DEPARTMENT OF TRANSPORTATION, HIGHWAYS DIVISION, and the CITY OF GLOBE and declare this agreement to be in proper form and within the powers and authority granted to the City under the laws of the State of Arizona.

DATED this 25th day of Feb., 1997.

Walter L. Zapp
City Attorney

REQUEST FOR CONSULTANT PROPOSALS

I. OVERVIEW

Statements of qualifications and proposals are requested to conduct a transportation study for Central Arizona's copper mining region. The study area includes the municipalities of Globe, Miami and un-incorporated portions of Gila County. Proposals are requested for a GLOBE-MIAMI AREA TRANSPORTATION STUDY. Major products will be Transportation System Management (TSM) Measures to improve corridor throughputs and congestion reduction pending completion of capital improvements; a five-year expenditure program for reconstruction and new construction; a "mid-range" program of potential projects anticipated for construction; and a "long-range" transportation plan. The completed study must meet all of the criteria to serve as the Transportation and Circulation Element of the General Plan for the City of Globe and Town of Miami. The final product will study alternative land use patterns, pedestrian and other alternative modes of transportation. The final product will recommend actions necessary to establishment user friendly streets and to integrate the roadway system within the communities and the remainder of the State of Arizona.

II. STUDY AREA

The study area will include the Towns of Globe and Miami and un-incorporated portions of Gila County for highway planning. The study area is identified in the attached area map.

III. ADMINISTRATION

The Study will be closely coordinated with the Globe-Miami Transportation Study Technical Advisory Committee (TAC). The TAC has representation from the following members:

- Gila County
- Carlota Copper Company
- Cyprus Miami Mining Corporation
- City of Globe
- Town of Miami
- Globe-Miami Chamber of Commerce
- Central Arizona Association of Governments
- Forest Service-Globe office
- Southern Gila County Economic Development Corporation
- Arizona Eastern Railway Company
- Arizona Department of Transportation

The consultant will meet with the TAC to review the progress to date, to present working papers and study findings, and to solicit input from the committee members. This project will be subdivided into a number of specific work tasks. The result of each task shall be incorporated in a working paper and circulated to TAC member for review, comment and

approval. Work tasks will be addressed by the TAC members at regularly scheduled TAC meetings. Reasonable comments and requests by the Technical Advisory Committee and Project Manager will be incorporated into the working papers and final documents. The City of Globe will administer progress payments and Gila County will administer coordination and completion of the project.

IV. SCOPE OF WORK

The final product must present the existing transportation conditions, and must identify a variety of issues and problems which the government officials should be directing efforts to resolve. The final product must describe the policies, strategies and transportation facilities needed to accommodate travel demand.

The results of the work tasks comprising the project will be presented in working papers to be circulated to the TAC for review and comment. Work tasks will be addressed by the Committee at regularly scheduled meetings.

Minimum work tasks are as follows:

HIGHWAY ELEMENT

1. **Detailed Proposal** - The first work task will be to present a detailed work plan to the TAC for review and comment. Accompanying the work plan will be work flow charts, time schedules, map of study area boundaries, locations for traffic and turn-movement counts, and all major street and highways to be included in the study. The detailed proposal is to include a section on VISION, GOALS AND OBJECTIVES. Develop the vision statement, identify several goals, with numerous objectives for each goal identified in a work plan submitted to the TAC. Documentation will consist of a working paper and floppy diskettes submitted to the committee. Documentation to include submission of floppy diskettes to the TAC in Microsoft Word 6.0 format. Statistical data will be documented on diskettes using either a data base manager and spreadsheet application software which is MS-DOS compatible. Graphics data will be documented in DWG Autocad Format.

2. **Current Conditions** - Necessary background information on current land use patterns, travel data and behavior, street conditions, financial resources, demographic and socio-economic characteristics will be inventoried and evaluated as follows:

Current land use patterns will be documented and analyzed with attention focused on key transportation demand variables such as, but not limited to, population (resident, seasonal, and tourists), employment and existing and planned special traffic generators.

Street and highway conditions will be evaluated. Information collected for each segment of road under study should include, but not limited to, jurisdictional responsibility, average daily traffic, intersection turn-movements, roadway width, number of lanes, capacity, level of service, road surface type and condition, accident rates, rights-of-way,

traffic control devices, flood protection, drainage, maintenance levels, and existing and proposed functional classification.

Travel behavior and demand will be estimated and documented utilizing TRANPLAN as the forecasting software for highway planning.

The consultant will need to interview key public and private officials to obtain information describing existing transportation conditions.

Historical, as well as budgeted roadway construction expenditures, will be documented and evaluated.

Committee members will supply the consultant with copies of available reports, working papers, data and maps as follows:

1. Base maps from 1992 aerial photography provided by Gila County.
2. Census data by census tract (population and employment) provided by Gila County, Miami (1990 data) and Globe (1995 data).
3. Limited turn movement and traffic data provided by ADOT and Gila County.
4. Limited street and traffic control inventory (roadway width, number of lanes, capacity, road surface type, jurisdictional responsibility, rights-of-way, traffic control devices, flood protection, drainage, maintenance levels, and existing and proposed functional classification) provided by Gila County, Globe, Miami and ADOT.
5. Advertise, provide meeting facilities and staff for Open House/Public Meetings provided by Globe.
6. Zoning and land use information.
7. Bridge inspection and scouring report.
8. Design concept report.

By analyzing the above information, as well as input from local leaders, individuals and the Committee, the consultant will document the current principal transportation problems and concerns in study area. Documentation will consist of a working paper and floppy diskettes submitted to the committee. Documentation to include submission of floppy diskettes to the TAC in Microsoft Word 6.0 format. Statistical data will be documented on diskettes using either a data base manager and spreadsheet application software which is MS-DOS compatible. Graphics data will be documented in DWG Autocad Format.

3. Future Conditions - Utilizing TRANPLAN as the forecasting software to estimate future conditions and infrastructure requirements. Identify for the five, ten and twenty year planning periods the estimated conditions and requirements. In order to forecast travel demand, future land use patterns will need to be developed. This will require review of development concepts and plans, critique of the general land use plan and the consultant's creativity with transportation as a marketing tool to enhance

economic development. The future land use patterns should be in accord with the communities' water supply and with projections of population and employment.

The TAC will review feasibility and desirability of the consultant's land use concepts prior to land use projections being translated into projected travel demands. Potential problem areas will be identified. Functional street classifications will be recommended corresponding to the travel projections. Existing and future federal aid road designations will be evaluated. Logical connections to enhance motorized circulation shall be recommended. The study will include investigating alternative land use patterns, the land use / transportation link and suggestions of alternative land use patterns that can contribute to easing traffic problems (e.g. land use nodes). Suggested improvement actions will be identified, cost estimates and time schedules developed.

Financial alternatives necessary to implement the short, "mid" and long range plans will be identified. Alternatives are to include but not limited to: Highway Users Revenue Fund (HURF), Surface Transportation Program (STP), Local Transportation Assistance Fund (LATF), County Transportation Excise Tax, special districts, methods of private/public involvement, and developer contributions. Evaluate the potential revenue for each financial option.

By analyzing the above information, as well as input from local leaders, individuals and the Committee, the consultant will document the future principal transportation conditions, infrastructure requirements, and issues in the study area.

Documentation will consist of a working paper and accompanying floppy diskettes submitted to the TAC. Documentation to include submission of floppy diskettes to the TAC in Microsoft Word 6.0 format. Statistical data will be documented on diskettes using either a data base manager and spreadsheet application software which is MS-DOS compatible. Graphics data will be documented in DWG Autocad Format.

4. Special Topics - To aid in identification and implementation of solutions, specific special topics of local concern shall be addressed. Many of the special topics can be analyzed as part of the analysis, the following list represents issues that are of concern to the Committee:

1. Adequacy of drainage structures and bridges along the urbanizing section of US 60 and 70, with special attention in the following areas:
 - Hill Street from High to Carico to Sycamore from Devereaux Street to Hill Street
 - Ash Street from the Whiting Brothers to Hill Street
 - South Broad Street to Cottonwood Street to Carico
 - Chaparral Loop to Cliff Edge Lane
 - El Rey Restaurant to Escudillo Drive
 - Coper Country Annex to Coper Country MHP
 - Kaiser Crossing to the Rod Plant (Claypool section)

- Area in front of Cobre Valley Motors
2. Safety issues and concerns with special attention in the following areas:
 - Frequent curb cuts along the length of US 60 and 70 corridor
 - At US 60 and BHP Pinto Valley Road
 - With nighttime travel through the intersection of SR 77 and US 70
 - Signage, pavement markings, and lighting along US 60 in the rural to urban transition area of west Miami
 - On the urbanizing section of SR 88 from junction US 60 to Kilmore Store
 - At railroad and road crossing for sight distance, lights, gates, signage, identification of potential locations for elimination and grade separation
 - Limited availability of routes for "hazardous materials" through Globe - Miami
 3. Queing and travel times concerns with special attention in the following areas:
 - Traffic signal coordination and synchronization
 - Various posted speed limits on US 60 and 70 though the Globe-Miami urbanized area
 - Travel time delays due to frequent traffic signals along the US 60/70 corridor and due to the lack of alternative circulation for US 60 and 70
 - Transportation effects due to work shift changes at major employment sites
 - Tourist signage
 - Proliferation of curb cuts and property access, lack of access control
 - Functional classification of streets
 4. New connections to enhance circulation and complement US 60 and 70 with special attention in the following areas:
 - Potential of Russell Gulch Road; West end of the by-pass bridge/Willow-Ash street connecting at creek level Morgen Vista to Jess Hays road as alternative routes
 - Realignment of South Broad Street
 - Extension of Six Shooter Canyon to Highway 77
 - Junction Highway 60/70 effects upon Copper Rim Road
 5. Quality of life issues such as:
 - Meeting Air Quality Standards
 - Land use siting criteria for alternative fuels refueling stations
 - Potential for alternative modes of transportation
 - Potential for using existing rail lines for passenger use
 - Potential bus stop turnouts
 - Enhancement of pedestrian friendly streets, and street beautification

5. **Alternative Actions** - Alternative actions to meet short, "mid" and long range infrastructure requirements will be developed. These options will be evaluated by a set of criteria which will include, but not limited to: environmental issues, community support, public development goals, private development responsibilities, improvements in levels of service and safety, project costs, return on investment and financial resources.

A list of specific project actions will be developed for the next five years which will address current problems and short term requirements. These projects will be prioritized

and correlated to financial options. A recommended five year transportation improvement program is required.

"Mid" and long range alternatives will include but not limited to: right-of-way acquisitions, new facilities, street widening and traffic control measures. The "mid" range program of projects will be prioritized and correlated to financial options. Long range plans will be correlated to financial options.

The various types of improvement projects may include new facilities, reconstruction, re-alignments, right-of-way acquisitions, widening, intersection improvements, pavement management, access and traffic control measures.

Documentation will consist of a working paper and accompanying floppy diskettes submitted to the TAC. Documentation to include submission of floppy diskettes to the TAC in Microsoft Word 6.0 format. Statistical data will be documented on diskettes using either a data base manager and spreadsheet application software which is MS-DOS compatible. Graphics data will be documented in DWG Autocad Format.

6. Public Participation - The consultant shall solicit and document public input. This will include interviews with business leaders, elected officials, and representatives from the Council of Governments, Chambers of Commerce, Forest Service, Bureau of Land Management, Indian Tribe, civic and environmental clubs, and others as identified by TAC members. Applicable working papers may be mailed to such representatives to solicit comments.

Prepare the necessary materials to support and staff at least two Open House/Public Meetings. Support to include study purpose, study progress, current activities, transportation issues, opportunities, problems and key findings. Develop procedure to record public comments and record how comments are handled.

During the development of the draft final report, attend at least one meeting each in the City of Globe, Town of Miami, and Gila County in conjunction with a regular Planning and Zoning Commission and/or meeting of elected officials. Document the public participation process.

7. Study Products - Required products include a "long-range" transportation plan, a "mid-range" program of potential projects anticipated for construction, and a transportation improvement program (TIP). The transportation plan should include describe policies, strategies, and facilities to accommodate current and future travel demands and to make efficient use of the existing transportation system. Identify facilities that function as an integrated system with emphasis to State and regional facilities functions. Demonstrate through the financial plan element how the transportation plan can be implemented.

The "mid-range" program should document the identified infrastructure requirements, costs, revenue forecasts, benefits and financing of recommended transportation actions. Special consideration shall be given to methods of implementing the plan, such as procedures to protect future rights-of-way, approaches to maintain levels of service, financing measures, and creation of a regional transportation organization.

The TIP is to identify specific projects which are prioritized over a five year period and is to be consistent with the transportation plan. The Transportation Improvement Program will list all projects by their administration jurisdiction and will include route name, begin-end termini, year needed, total length, estimated cost, constant or current dollars, source of cost estimate, current/forecast ADT, problem(s) and solution(s).

Documentation will consist of integrating the approved working papers and major products into the final report. Documentation to also include submission of floppy diskettes to the TAC in Microsoft Word 6.0 format. Statistical data will be documented on diskettes using either a data base manager and spreadsheet application software which is MS-DOS compatible. Graphics data will be documented in DWG Autocad Format.

The final report will be designed to serve as the transportation and circulation element of the General Plan. An executive summary will also be prepared.

Note: The final report is to receive concurrence by ADOT and acceptance by City prior to final payment.

TRANSIT ELEMENT

1. Organization of Technical Advisory Subcommittee

A Transit Technical Advisory Subcommittee shall be organized. This subcommittee shall meet periodically with staff and consultants to evaluate work in process on the Transit element of this study. The Transit Technical Advisory Subcommittee shall be comprised of individuals with an interest in public transit in the area and shall include, but not be limited to, the following:

- A representative from the City of Globe
- A representative from Miami Dial-a-Ride
- The CAAG Transportation Planner
- An ADOT Transit planner
- A representative from Gila County
- A representative from the Pinal/Gila Council on Aging

2. Inventory of Current Conditions

Review historical data from the Miami Dial-a-Ride System. Evaluate ridership from the various communities in the regional and identify ridership trends. Identify demographic characteristics of the current ridership. Examine current activity centers in the Globe/Miami/Claypool areas for potential patronage support of an expanded transit system.

This review should include retail, employment centers, educational facilities, medical services, and public services and facilities. Evaluation should include examination of the numbers of trips taken to these centers and potential market capture by transit service.

Evaluate the land use elements of the City's and County's General Plans and other available planning documents to predict potential new activity centers that may be significant consumers of transit service in the future.

Evaluate current demographic information for the Globe/Miami/Claypool area for profiles of typical transit user groups. Anticipate growth rates for three, five and ten year time frames for such users based on historical growth rates and data derived from above activities. Review demographic information and transit needs information of a regional nature available from CAAG and ADOT.

Assess current paratransit services to the elderly, disabled and other special needs clientele which are currently provided in the area. Survey local social service agencies to quantify the mobility needs of their clientele. Evaluate what degree of mobility assistance these agencies are providing or could provide to the area's transit users through a coordinated system.

Assess public transit and delivery services of a local or regional nature in addition to Miami-Dial-a-Ride which might be available in the area. Evaluate what degree of the potential transit need might be met by these providers

Evaluate the need for transit services to outside employment or service centers in the SR77, SR177 and US60 corridors, Florence, Apache Junction, and the Phoenix metropolitan area.

Prepare a transit needs assessment based on the above evaluation steps which quantifies general public and special needs transit demand for the current time and for three, five and ten year future scenarios.

3. Develop Service Expansion Options

Geographically illustrate the needs assessment relative to land use patterns and activity centers. Chart transit demand lines and origin and destination data on a base map of the area.

Quantify the above information into prioritized service corridors

Assess the efficiency of fixed route, deviated route, and demand response service to meet the projected demand. This assessment should include analysis of compliance with federal accessibility requirements.

Prepare at least three prudent transit service options. The options should reflect the above transit needs assessment and also levels of service which are achievable given the realistic levels of both farebox revenues and operational subsidies available from public and private resources.

Based on input from the above, a draft recommended service plan should be presented to the Technical Advisory Subcommittee. This recommended plan should include three, five and ten year service projections which are congruent with growth projections developed during the evaluation task. Following review of this document, a final recommended service plan can be prepared.

4. Recommend implementation strategies, including but not limited to:

- Third Party Operator possibilities
- Phasing of Service Implementation
- Marketing and promotional strategies
- Assessment of economic development impacts
- Long term financing strategies

V. REPORTING

1. The following reports will be required as a part of this project:

a) Written working papers during the course of the project are required to be submitted to the TAC for the purpose of monitoring the direction of the consultant's work. Written progress reports and periodic briefings are required during the course of the project for purposes of monitoring the status and progress of the consultant's work. The firm may also be required to periodically brief government officials on progress of the performance evaluation and substantive issues under review.

b) Copies of the draft document developed from approved working papers which report the firm's finding and conclusions, are to be submitted to Technical Advisory Committee.

The draft report is to include the information and evidence supporting the firm's findings and should address the questions and issues identified in section IV - SCOPE OF WORK of this Request for Proposals.

c) Copies of the final report of the firm's findings and conclusions, to be submitted to Technical Advisory Committee.

2. The draft report, the final report, and all supporting documents, evidence, working papers and the like shall become and are the property of City of Globe and shall be delivered to City of Globe along with the final report.

3. Prior to completion of the firm's final report, the firm shall be available to participate in one conference, up to approximately three hours in length, with responsible officials of Globe, Miami and Gila County and Arizona Department of Transportation.

VI. PROPOSAL CONTENT

Format

Each proposal is to be submitted at a standard size of 8 1/2"x11" and bounded together as a single document. Promotional materials, samples of recently completed work, and references are to be edited with respect to relevance to this request and must relate only to the specific individuals proposed for commitment to this project.

The proposal and supporting materials are to be arranged in the following order. Respective sections are to be separated by tabbed dividers, with labels.

1. Identification - A title sheet or equivalent which includes a short title for the proposed study; names and business addressees of the organizations that will conduct the work; name, title, mailing address and telephone number of the principal investigator.

2. Table of Contents

3. Introduction - A clear, concise statement describing your understanding of CITY needs with respect to this request. Characterize those elements of our current situation which you perceive as unique and which are particularly problematic or which provide unusual opportunities beneficial to City of Globe

4. Study Objectives - The technical objectives upon which the project team is to focus attention and upon which study efforts are to converge. The objectives should identify clearly and concisely the products of the contract. The objectives stated in the proposal should reflect the proposer's intent, creativity and understanding of objectives.

5. Work Plan - A description of study tasks detailing the full scope of services to be provided, with particular emphasis on overall organization, incorporation of CITY

concerns, and specific products, such reports for incorporation into an acceptable final report. The proposed approach should be defined as clearly as possible. The study methodology should be described in sufficient detail to permit objective evaluation of the proposal. The work plan should be subdivided into the following section:

- a. Introduction - Setting the stages for the presentation of the study plan.
- b. Study Approach - Describe how the objectives will be achieved through a logical plan. The plan should describe each task of the research to be undertaken and shall culminate with a breakdown of the time (person-hours) costs and level of effort by tasks. Contribution of each team member to each task should be identified in terms of person-hours. This data must also be summarized in a table format as follows:

- (1) Name of team members.
- (2) Role of each team member.
- (3) Percent effort (time) of each team member of contract period (i.e., identify in percentages his/her commitment to this project compared to his/her total workload in the consultant firm)
- ~~(4) Person hours spent by each team member on each task of this project.~~
- ~~(5) Hourly rate of each team member and total cost attributed to each team member and task.~~
- (6) Show study's organizational chart and identify the project manager.
- (7) Assume one person-month - 174 person-hours.

NOTE: any change in the Study's team at any time must have prior approval.

- c. Presentation of Anticipated Products - Show how anticipated results will be reported and presented. Indicate the number and types of graphics, models, computer simulations, or other visual aids you propose to employ for interpretive purposes on behalf of City of Globe.

- d. Progress Reporting Procedures - Indicate the format of the monthly reporting procedure to which the project team will adhere. The monthly progress report with an updated schedule should be limited to two pages. As a minimum it should include:

- (1) Progress made in terms of specific activities that were completed
- (2) Information generated

- (3) Contacts made.
- (4) Summary of task reports
- (5) Percentage of the study completed.
- (6) Costs incurred.
- (7) Next month's activities.

e. Facilities/Equipment Available - The location of the base of operation for this project, and any specialized equipment proposed to be utilized.

f. Cooperative Features - If assistance in the form of personnel, data or equipment is required from other organizations, the proposal must describe the plans, including letters of commitment for obtaining such help or information.

6. Time Schedule - Bar type progress charts should be provided to illustrate the inter-relationship and scheduling of the major study tasks.

7. Cost Proposal - A summary tabulation showing the staffing plan, estimated requirements, and costs for the study. The payments to the consultant will be based on a lump sum method of compensation. Consultant shall provide a detailed budget estimate, including the following specifics:

- a. The costs of personal services, broken down by hourly direct salaries and estimated hours.
- b. Overhead costs (as a percentage of direct salaries).
- c. Other direct costs such as travel, lodging, meals, subcontracting, computer time, report printing, etc
- d. Consultant's fee or profit.

8. Personnel Qualifications - A description and statement of the professional capability of proposed project contributors. Identify the individuals who will be assigned to work on the project, by task; their major duties and responsibilities; and a resume for each person. Each resume shall be in sufficient detail to clearly establish the qualifications of project participants and must, at a minimum, include educational background, major projects of a comparable nature worked on or completed within the past five years, the degree of involvement on each project, and any additional information reflecting on the project participant's ability to perform the tasks as described in the proposal. Team members working on transit element should cite experience developing transit plans for non-

metropolitan communities. This experience should include system implementation and operations evaluation.

9. Relevant experience - Description of experience in performing studies similar to that anticipated by this Request for Proposals. Projects cited must have been prepared by those personal proposed to work on this project. Include the following for each:

- a. Inclusive project dates.
 - b. Name and address of organization for whom project was performed.
 - c. Name and telephone number of individual in the client's organization who is familiar with the study.
 - d. Short discussion of the study.
 - e. Study area map.
10. GSA Form 254
 11. ADOT EEO Report
 12. Notification of Any Potential Conflict of Interest

VII. SUBMITTAL REQUIREMENTS

RFP responses are to include ten (10) separately-bound copies of the proposal addressed to:

Globe City Clerk
150 N. Pine Street
Globe, AZ. 85501

Only those proposals received in a sealed envelope, prior to 5.00 p.m., Mountain Standard Time, on March 17, 1997 will be considered.

The proposals shall be signed by a representative or officer authorized to bind the offeror. Individuals of the offering organization authorized to negotiate a contract based on the proposal shall be identified by name, title, address and telephone number.

Questions concerning the scope of work can be addressed to Mr. Trujillo at 520-425-3231.
John A. Trujillo, Director
Gila County Engineering Services
1400 E. Ash Street, Globe, AZ. 85501

VIII. SELECTION PROCEDURES

Each proposal will be reviewed by the Technical Advisory committee (TAC). TAC will select a preferred consultant and recommend retention of same for final action.

In addition to the items specifically referenced under Proposal Content as noted above, the following criteria will be considered in evaluating the proposals.

1. Responsiveness to the objectives and issues described in the Request for Proposals.
2. Responsiveness to the information and details contained within the scope-of-work.
3. Offerors related past experience and reputation.
4. Well-developed work plan consistent with the study objectives.
5. Background, education, experience of personnel assigned to the study as well as major disciplinary coverage.
- ~~6. Project hourly and total costs.~~

The consultant shall have until December 31, 1997 to complete this study after signing the contract. It is estimated that the contract will be signed as soon as possible after notification of selection. Anticipated project initiation date is middle April. The consultant will provide at least 30 copies of the draft, provide at least 40 copies of the final study and 50 copies of the executive summary, and three reproducible masters of both.

The contract shall not exceed \$140,000 for the highway element and \$15,000 for the transit element. The right is reserved to reject any or all proposals. Award shall not be made solely on the basis of price.

City of Globe is an equal opportunity employer. City of Globe advises the consultant that it does not discriminate on the basis of handicapped status in admission or access to its programs and activities or in the treatment or employment in such programs and activities.



STATE OF ARIZONA

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GRANT WOODS
ATTORNEY GENERAL

INTERGOVERNMENTAL AGREEMENT
DETERMINATION

A.G. Contract No. KR97-0239TRN, an agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952, as amended, by the undersigned Assistant Attorney General who has determined that it is in the proper form and is within the powers and authority granted to the State of Arizona.

No opinion is expressed as to the authority of the remaining parties, other than the State or its agencies, to enter into said agreement.

DATED March 21, 1997.

GRANT WOODS
Attorney General

JAMES R. REDPATH
Assistant Attorney General
Transportation Section